2025 – 26 Application Form

Before completing this application form, please read the [Guidance Notes](https://www.hampshireculture.org.uk/generate-grants-application) in full

Under each question we explain what we need your answer to include.

Please type directly into the boxes. They will auto expand as you type. If you prefer not to use this form, please complete the application as a separate document and use the sections below as headings.

**Please note that we only require a completed application and budget spreadsheet. We do not require any additional or supporting documents and are unable to return anything sent by post.**

If you require the form in a different format or would like to discuss other ways to apply, please contact [charlie.fletcher@hampshireculturaltrust.org.uk](mailto:charlie.fletcher@hampshireculturaltrust.org.uk)

The deadline for round 3 applications is **Friday November 7th**

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| **Applicant details** | |
| **Contact name** |  |
| **Organisation (if applicable)** |  |
| **Contact email address** |  |
| **Contact phone number** |  |
| **Website Address (if applicable)** |  |

**Provide a short summary of your project *(max 1300 characters / 250 words)***

Tell us what you want to do, where, and with/for who, and what the outcomes or result of your project will be. Include an explanation of how this connects with the training that you have completed as part of the **Generate Skills** programme Please refer to the [grant guidance](https://www.hampshireculture.org.uk/generate-grants-application) for the kinds of projects we can and cannot fund.

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**Tell us how your project links to heritage in Gosport (max 1300 characters / 200 words)**

Describe how your project connects to heritage in Gosport. Please refer to the grant guidance for more context.

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**How will your project make a difference *(max 1300 characters / 200 words)***

Please tell us in more detail how your project will achieve **ONE** of the following aims:

* People will have learned more about Gosport’s heritage, leading to a change in ideas and actions
* Your organisation/group will be better placed to sustain heritage work in Gosport into the future
* Gosport will be a better place to live, work or visit.

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**Explain how you will successfully deliver your project by May 2026 (up to *1600 characters / 300 words*)**

Please tell us:

* Key dates or milestones for your project
* Challenges or risks you could expect, and how you will manage them
* Your experience in successfully delivering projects like this before

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**Who will be involved in your project (max *1200 characters / 200 words*)**

List any other groups or organisations you will work with to deliver your project and what you will each lead on. For example: *Group A will host the exhibition and Group B will research the content.*

Tell us about the people who will visit, participate in, engage with or benefit from your project. Give a realistic estimate of how many people in total will be involved. For example: *12 young people aged 13-17 years living in Gosport will participate in the workshops.*

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**What steps will you take to reduce the environmental impact of your project? (max 900 *characters / 150 words*)**

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**Outline your project costs**

Please download the budget template for your project via [this link](https://www.hampshireculture.org.uk/generate-grants-application). List each cost on a separate line and provide a detailed description. All together, these entries should give us the total cost for delivering the whole project, regardless of where the funding is coming from (this grant or other sources of income)

Be sure to include some detail around how you have calculated your costs. For example: if costs are for a facilitators time, list the number of hours and the hourly or daily rate.

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| **Safeguarding** | |
| If your project is working with children or adults at risk, you will need to have a safeguarding policy in place. Please check this box to confirm that you will be able to provide your safeguarding policy if your project is funded. |  |
| **Public Liability Insurance** | |
| It is a requirement of this funding programme that adequate levels of insurance are in place to enable you to deliver your project. You are likely to require £5m cover for low-risk activities and £10m of cover for high-risk activities. Please check this box to confirm that you will be able to provide your insurance certificate if your project is funded. |  |

**Thank you for taking the time to submit this application. Applicants will be informed on whether they have been successful by Friday 14th November 2025**